



Ministry of the Environment

Environmental Assessment and Approvals Branch



Fall 2000

A new approach to serving you

Message from the Director

This is the first edition of EAAB News, its purpose is to keep you informed about our programs and services. The integration of the Environmental Assessment and Approvals Branch (EAAB) is now complete. Our goal is to enhance our level of client service, and we believe we're well on our way. I would like to share with you the goals and objectives of our branch. We are resolved to:

- ◆ ensure environmental protection and resource conservation
- ◆ provide high-quality, customer-focussed service by implementing a coordinated one-window approach
- ◆ apply the principles of good project management to our business
- ◆ focus on environmentally significant proposals
- ◆ provide certainty and clarity in all reviews and approval functions
- ◆ continuously improve all activities in the new branch.



To achieve these goals we have established four new sections: Client Services, Certificate of Approval Review Section, Environmental Assessment Project Evaluation and Program Services. Having a Client Services Section allows the branch to provide general guidance for applications and answer most inquiries. We're also working on expanding our presence on the ministry Web-site, so that you will have access to the EAAB 24 hours a day. Client feedback forms will soon be introduced, so that you can provide comments and suggestions to help us improve client service.

It's a pleasure to work with you in protecting our environment, developing new business ideas and continuing to make Ontario a wonderful place to live and work. So please don't hesitate to contact us at the EAAB with any ideas, suggestions or questions you may have. I look forward to hearing from you.

Michael Williams, Director,
Environmental Assessment and Approvals Branch

Meet and Greet

The EAAB will soon be rolling out the welcome mat! You are welcome to drop by and meet with staff members you generally only deal with by fax, e-mail or phone. It will be a chance to meet with you face to face. We'll answer any questions, concerns or comments you may have. We'll also be giving seminars on frequently asked questions and new initiatives at the branch. We will be sending invitations to everyone on our mailing list.



To be on our mailing list, or for further information, please do not hesitate to contact us at:

Environmental Assessment and
Approvals Branch
Ministry of the Environment
2 St. Clair West, Floor 12A
Toronto ON M4V 1L5

For all general inquiries, please call
or fax us at:

Phone: (416) 314-8001
1-800-461-6290
Fax: (416) 314-8452

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Did you know about...

...the comprehensive site-wide certificate of approval project

The EAAB is continually looking at innovative and alternative means of delivering its programs and providing more effective service to its clients, while continuing to ensure the highest level of environmental protection. For example, a pilot project with a major manufacturer in Ontario consists of the implementation of a "comprehensive site-wide" certificate of approval. The objective of moving forward with this type of approval is to increase the EAAB's ability to ensure compliance with environmental standards and improving the focus on environmentally significant issues. We are evaluating the merits of comprehensive site-wide approvals through the pilot project in anticipation of making this part of our regular business. For more information, please call Steve Klose, supervisor of the air/noise unit, at (416) 314-7009.

...the review of municipal waterworks

The new Drinking Water Regulation is part of the Ontario Water Resources Act and is now in force.

Municipal waterworks or waterworks that supply water to municipalities must submit an engineer's report about their facilities to the Ministry of the Environment. Reports must be submitted between November 2000 and May 2001, according to a schedule set out by the ministry. Subsequent reports will be required every three years thereafter.

The ministry will set the terms of reference for the engineer's report, based on compliance with the Drinking Water Protection Regulation and the Ontario Drinking Water Standards. The report will be reviewed by the ministry, which will then issue new certificates of approval specifying the terms and conditions for each waterworks. The ministry can also require waterworks owners to upgrade their facilities.

Further information: www.ene.gov.on.ca or call toll-free at 1-800-565-4293; in Toronto call (416) 325-4000.

...the Environmental Registry

The Environmental Registry gives Ontario residents access to vital information on proposals and decisions of prescribed Ontario government ministries, including the Ministry

of the Environment. Ontario residents have a right to comment on proposals for new acts, regulations, policies or instruments (such as permits and certificates of approval) posted to the registry. Postings on the

Environmental Registry include a ministry contact person, with an address and often a fax number, telephone number, or e-mail address. The Environmental Bill of Rights obligates the ministry responsible for the proposal to take your comments into consideration when making a final decision on the proposal, if your comments are sent to the contact person within the specified comment period. The Environmental Bill of Rights also allows Ontario residents to seek permission or leave to appeal a decision to approve or not to approve certain instruments such as certificates of approval if notice of the proposal to issue the instrument has been posted on the registry under section 22 of the EBR.

The EBR Web site is at:

http://www.ene.gov.on.ca/envision/env_reg/er/registry.htm.

...our application forms, guides and fact sheets

Please call or write us to receive them. Our forms were recently revised and should be used in all future submissions.

...the new EA requirements for the competitive electricity market

In preparation for the opening of the competitive electricity market in Ontario, scheduled for 2001, the Ministry of the Environment is proposing new *Environmental Assessment Act* (EAA) requirements for the electricity sector. Currently EAA requirements apply only to electricity projects undertaken by the public sector (i.e., the Ontario Hydro successor companies and municipal electric utilities). Under the new process being proposed by the ministry, both public and private sector proponents will be subject to the same EAA requirements, with the level of review dependent on the type, scale and potential environmental effects of the project. These new requirements are part of the government's strategy to ensure that environmental protection is maintained and improved in the move to a competitive electricity market.



Different requirements for different projects

The proposed new EAA requirements, which were posted on the ministry's Environmental Registry for a second public comment period on June 2, 2000, place projects in one of three categories:

Category A projects would not require approval under the EAA. This category includes projects with relatively benign environmental effects, such as solar cells, fuel cells, wind turbines with an electrical generating capacity of less than 2 megawatts (one megawatt provides enough power to meet the needs of about 100 average homes during peak hours), and natural gas-fired generating facilities under 5 megawatts. Distribution lines (local transmission lines) would also be included in this category. Although these projects would not be subject to EAA requirements, they would be required to comply with other applicable municipal, provincial and federal legislation.

Category B projects would be subject to a new screening process (see chart). This category would include projects with potential environmental effects, but whose effects could likely be mitigated, such as hydro-electric facilities, wind turbines greater than 2 megawatts, and landfill gas incineration 25 megawatts or more. Most natural gas-fired generation and biomass incineration 5 megawatts or greater would be in this category, as would most waste biomass (e.g., woodwaste, agricultural waste) incineration 10 megawatts or greater. See the ministry's proposed regulation and screening guideline for more details on which projects are included in this and other categories.

Category C projects would require the preparation of individual environmental assessments. This category would include projects with known significant environmental effects such as coal- or oil- fired facilities 2 megawatts or greater, major new transmission lines, and most new municipal solid, liquid industrial or hazardous waste incineration (where electricity is being generated).

A new environmental screening process

The environmental screening process (which applies to projects in Category B) is a proposed self-assessment process to be carried out by proponents. The process would require proponents to identify the potential environmental effects of their projects, consult with appropriate agencies and members of the public, and outline measures to deal with environmental effects. There are two levels of assessment possible under the environmental screening process, depending on the potential environmental effects of the project. An initial screening would be required for all projects that are subject to the process. A more detailed environmental review would be required if potential concerns are raised by the public or government agencies during the screening that could not be readily addressed. The proponent's screening report would be made available to the public and agencies for comment. During the review period, members of the public or agencies with outstanding concerns could request

that the project be elevated, either to a more detailed review within the screening process, or to an individual environmental assessment.

When the process is complete, the proponent would prepare a "notice of completion" and submit it to the Ministry of the Environment. Screening reports would not be submitted to the ministry unless there was an elevation request. Approvals under the EPA and OWRA would not be issued until the environmental screening process was complete.

For more information...

More information about this proposal is available from the Environmental Registry Web site at www.ene.gov.on.ca/envision/eb/. The comment period ended July 4, 2000.

Proposed classification of projects in the draft EAA requirements for the electricity sector

Electricity project type	Category A: No EAA requirements	Category B: Screening	Category C: Individual EA
Fuel cells	all	—	—
Solar photovoltaic	all	—	—
Emergency generators	all	—	—
Transmission lines	• < 115 kV • > 115 kV and < 500 kV and ≤ 2 km	• 115 kV and > 2 km • > 115 kV and < 500 kV and > 2 km and < 50 km	• > 115 kV and < 500 kV and ≥ 50 km • ≥ 500 kV (any length)
Transformer stations	< 115 kV	≥ 115 kV and < 500 kV	≥ 500 kV
Wind turbines	< 2 MW	≥ 2 MW	—
Hydroelectric facilities (MNR's water power program guidelines)	—	all	—
Natural gas-fired generation*	< 5 MW	≥ 5 MW	—
Biomass (not including waste material)*	< 5 MW	≥ 5 MW	—
Landfill Gas/Biogas	< 25 MW	≥ 25 MW	—
Waste biomass (includes woodwaste)*	< 10 MW	≥ 10 MW	—
Cogeneration – natural gas-fired, biomass and waste biomass facilities with an efficiency of > 60%	< 25 MW	≥ 25 MW	—
Generation for use on-site – natural gas-fired, biomass and waste biomass facilities and on-site municipal waste incinerators, where none of the electricity generated is being sold to the grid	< 25 MW	≥ 25 MW	—
Coal/oil-fired generation	< 2 MW	—	≥ 2 MW
Municipal solid waste incineration	—	• for which an EPA s.30 hearing is not required (facilities incinerating less than 1500 persons domestic waste); or • that incinerates ≤ 100 tonnes/day municipal waste	• for which an EPA s.30 hearing is required (facilities incinerating 1500 persons domestic waste or more); or • that incinerates > 100 tonnes/day municipal waste
Liquid industrial or hazardous waste incineration	—	on-site	off-site

* "cogeneration" or "generation for use on-site" exemptions also apply to some facilities using these fuels

BRANCH OVERVIEW

The Environmental Assessment and Approvals Branch (EAAB) is part of the Operations Division of the Ministry of the Environment.

Client Services Section

Three units are part of this section: Information Unit, Application Processing Unit and Streamlined Review Unit.

The Information Unit provides high-quality customer service by responding in a timely manner to questions and information requests, delivering general outreach on our programs and preparing responses to some branch correspondence. This unit is our one-window to the branch for clients.

The role of the Application Processing Unit is to perform technical and administrative screening to ensure that applications are complete and to register them on a data base. The application processors review submissions and draft certificates for simpler applications under the *Environmental Protection Act* and the *Ontario Water Resources Act*. The unit also processes administrative changes for existing certificates of approval such as company name changes and new street names.

The Streamlined Review Unit is responsible for:

- ◆ Permitting and licensing requirements for the sale and application of pesticides under the *Pesticides Act*.
- ◆ Reviewing less complex applications for certificates of approval under the *Environmental Protection Act*, *Ontario Water Resources Act*, and *Environmental Assessment Act*.

The unit reviews and issues approvals for applications which are predictable, controllable and have well understood impacts, processes Class Environmental Assessment bump-up requests, pesticides licensing, and applications for waste management systems, air emissions and water and sewage works.



Ana Javor
Manager of
Client Services Section

Program Services Section

This section provides leadership on all emerging issues and strategic, business planning, program development and continuous improvement activities. The program services section has two units: Program Support Unit and Business Services Unit.

The Program Support Unit monitors and reports on the efficiency and effectiveness of our programs, is responsible for continuous improvement activities and coordinates the development of new programs. Examples of these new programs are the Approval Exemption

Regulation and Electricity Restructuring initiatives. The unit also manages the ministry's Environmental Clean-Up Fund.

The Business Services Unit provides services for integrated human resources management, information technology and records management, business planning and budget management.



Lorrie Pella
Manager of
Program Services Section

Certificate of Approval Review Section

The Certificate of Approval Review Section is responsible for reviewing technical applications for waste, water and sewage facilities, or facilities which may emit a contaminant (including noise) to the air, under the *Ontario Water Resources Act* and the *Environmental Protection Act*.

This section is divided into three units: Air and Noise, Waste, and Water and Wastewater. The function of this section is to use its engineering and technical expertise to review all complex, environmentally significant individual applications under the *Environmental Protection Act* and *Ontario Water Resources Act* applications for environmentally significant proposals.



Bill Gregson
Manager of
Certificate of Approval
Review Section

Environmental Assessment Project Coordination Section

This section is responsible for reviewing projects under the *Environmental Assessment Act* (EAA) including Terms of References and Environmental Assessments, Declaration Orders, Designations and complex Class Environmental Assessment bump-ups. Project Officers are the "one-window" for proponents whose projects are undergoing EAA as well as Environmental Protection Act and Ontario Water Resources Act approvals. They work closely with the Certificate of Approval Review Section to ensure that approvals are integrated in an efficient and timely way.



Pamela Hubbard
Manager of
Environmental
Assessment Project
Coordination Section